



**Matthews Transportation Advisory Committee
Regular Meeting Agenda
Thursday, October 21, 2021**

The regular meeting of the Matthews Transportation Advisory Committee will be conducted remotely using the Zoom virtual meeting platform.

TO WATCH LIVE: The meeting will be available via Zoom. To join from a PC, Mac, iPad, iPhone or Android device, click this URL:

<https://zoom.us/j/96625741951?pwd=amVOWkpSbG9SU0ZwRXN3UDJUN0FiQT09>

Meeting ID: 966 2574 1951 Password: 522877 (An account is not necessary to join.)

TO LISTEN LIVE: The meeting audio will be available by calling 888-788-0099 (Toll-free) or 877-853-5247 (Toll-free). Meeting ID: 966 2574 1951 Password: 522877

1. Call to order – Stevens
2. Roll Call and Determination of Quorum – Hough
3. Approval of the Minutes from September 16, 2021 meeting (attached) – Stevens
4. Public Comments - Stevens
5. Announcements
 - a. Staff Announcements - Habina-Woolard
 - b. CTAG Updates - Rhodes
6. Unfinished Business
 - a. Review By Laws revisions
 - o <https://drive.google.com/file/d/1HmoSgC0ZYwVj1wTDGOPFcdu1qM0OY9G8/view?u>
7. New Business
 - a. Rezoning - Habina-Woolard
 - o <https://matthewsnc.gov/pview.aspx?id=20799&catid=567>
 - b. Upcoming Board of Commissioners presentations - Habina-Woolard
 - o <https://www.matthewsnc.gov/pview.aspx?id=20784>
 - o UDO Chapter 7 changes including TIA policies and procedures. Link to public hearing memo:
<https://www.matthewsnc.gov/files/documents/8B-M2021-3textUDOC7PH1315051226100621PM.pdf>
8. Adjournment



Matthews Transportation Advisory Committee
Regular Meeting Minutes DRAFT
Thursday, September 16, 2021

1. Call to order
 - a. Mr. Manno called the meeting to order at 7:00pm.
2. Roll Call and Determination of Quorum
 - a. TAC Members: Bill Stevens (Chair), Vince Manno (Vice Chair), Lou Abernathy, George Sottilo, Donald Rhodes, Robyn Byers, Chris Hough
 - b. Town Staff: Susan Habina-Woolard, PE
 - c. Guests: Michael Bywaletz, Mayor Pro-tem Renee Garner
3. Approval of the Minutes from August, 2021 meeting (attached)
 - a. Mr. Sottilo made a motion to accept the minutes as drafted, Mr. Manno seconded. Unanimous approval.
4. Public Comments
 - a. No public comments
5. Announcements
 - a. Staff Announcements
 - o No updates
 - b. CTAG Updates - Rhodes
 - o Mr. Rhodes gave an update on the status of CATS ridership.
6. Unfinished Business
 - a. By Laws ARTICLE VIII - ATTENDANCE
<https://drive.google.com/file/d/1HmoSgC0ZYwVj1wTDGOPFcdU1qM0OY9G8/view?u>
 - o Mr. Hough made a motion to accept the changes to Article VIII as drafted (below), Mr. Abernathy seconded. Unanimously approved.
 - o Mr. Hough made a motion to accept the changes to Article IV as drafted (below), Dr. Byers seconded. Unanimously approved.
 - b. Traffic Calming Policy update - Habina-Woolard
 - o Deferred to next months meeting
7. New Business
 - a. Rezoning - Habina-Woolard
 - o TAC Reviewed rezoning cases 'Site Plan Approval Elida Properties' and '2021-734'
 - o Ms. Habina-Woolard will discuss with Jay Camp to determine the best process for the TAC to provide feedback to the Board of Commissioners regarding rezoning cases.
 - b. Upcoming Board of Commissioners presentations - Habina-Woolard

- Follow-up on town sidewalks (filling in gaps and the width recommendations) on September 27th.
8. Adjournment
- a. Mr. Stevens made a motion to adjourn at 8:48pm, Mr. Abernathy seconded. Unanimous approval.

ARTICLE IV - MEMBERSHIP

Any member appointed to the Matthews Transportation Advisory Committee must be a resident of ~~the~~ **Town of** Matthews, NC. The Committee shall be composed of seven (7) members appointed by the Town Board of Commissioners. All members shall have voting rights. The Town's appointee to the Charlotte Transit Advisory Group (CTAG) shall be an ex-officio member of the Committee. The ex-officio member shall not be counted toward a quorum and shall only vote if the regular member votes have resulted in a tie. A town staff member will act as liaison to the Committee. Each ~~member citizen~~ shall be appointed to a two-year term **or completion of the term of a vacancy**, and may serve consecutive ~~an unlimited number of~~ terms. If a vacancy occurs on the Committee, then the Committee will review applications and as a majority decide on a new member. The recommendation by the Committee will be submitted to the Town Board of Commissioners by the Committee Liaison and Chair. ~~If a vacancy shall occur on the Committee, then the position can be filled, upon recommendation of the Committee liaison and Chairman, by the Town Board of Commissioners.~~

Where possible, appointments shall be made in such a manner as to maintain on the Committee at all times at least two (2) members who have had special training or experience in planning, transportation engineering, or a related field.

ARTICLE VIII - ATTENDANCE

In order for the Committee to carry out its duties and responsibilities, it is necessary for all members to attend the meetings. Any member who shall fail to attend at least 75% of the regular and special meetings of the Committee during any one-year period, may be removed. The Chairperson **or Vice Chairperson** shall notify the Town Board of Commissioners of any member **recommended for removal** ~~who shall so fail to attend~~. The **remainder of the vacancy term** ~~vacancy~~ can be filled, **by the process detailed in Article IV**, upon recommendation of the Committee liaison and Chairperson **or Vice Chairperson**, by the Town Board of Commissioners.